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Excerpts from ODP Div/Staff Reports for Week Ending 6 May 1983

Management Staff

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     Finance. As of 4 May, there were 33 outstanding advances with a dollar value of $18,000. No accounts were delinquent.

Use of Prior Year Funds

     The Comptroller's requirement for more information on the CAMS request for 1981 funds has been received. In the future, all requests for prior year funds should include: a brief history of the contract; a contract identifier (number); a summary of actions which have changed its profile, why, and how

STAT much; and a prognosis of future requirements.

Information Systems Security

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the ODP Information Systems Security Officer (ISSO/ODP), provided comments to the Information Systems Security Group/OS (ISSG/OS) on a proposed Headquarters Notice on Wang System Passwords. In preparing the comments, input was solicited

STAT from the Word Processing Branch, ED.

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notified the Security Staff/OD&E that ODP, because of resource constraints, could no longer act as an intermediary in the classified disk pack destruction process. They were requested to deal directly with OL in the future. This should

STAT present no real problems to OD&E.

Administrative Staff

Arrivals and Departures:

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EOD'd in SPD on 2 May.

     A new Agency Telephone Directory should be published some time in June. Updated ODP organizational and functional telephone listings have been drafted and mailed to ODP components for final scrutiny. The finished draft will be sent to OC on
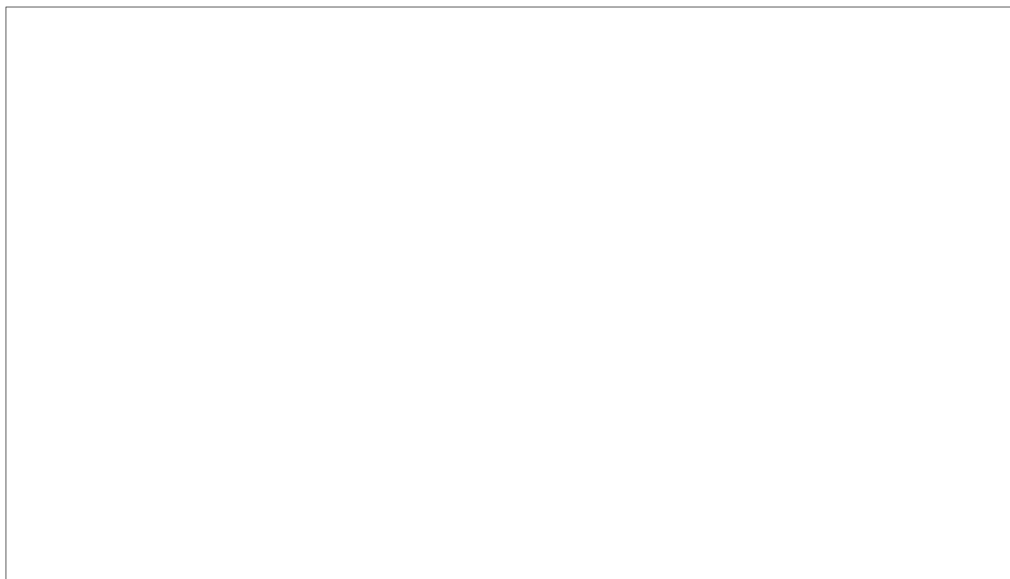
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Special Projects Staff

A meeting was held on 27 pril to provide feedback from Office representatives to OT&E, ASG, and SURE on the SAFE courses presented by OT&E. The concensus was that classes should continue with the curriculum as is; however, there is to be consideration given to making Fundamentals of VM a prerequisite. This decision was to be made at a later ASG, SURE, OT&E meeting. DIA representatives from SUG, AIS, and RSO attended in order to gain insight as to the best curriculum for

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DIA classes.

Processing

Current Wang procurement statistics are as follows:

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Word Processing Branch coordinated a Wang Laboratories presentation for the Agency which consisted of a talk about "What is the Future of Office Automation?" and "How Will Wang Products Support Your Changing Environment?". Along with this presentation, which was presented both in the morning and the afternoon on 27 April Wang representatives were available to demonstrate various Wang equipment, including the new Wang Professional Computer, from 1200-1400 hours daily from

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26-29 April.

The Antares Systems Engineer spent several days working on the Antares system. He installed a new disk drive, but it is still causing trouble with Vydek disks. He is planning to come

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back when he has the solution to the problem.

ADMINISTRATIVE - INTERNAL USE ONLY

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ODP 83-649
5 May 1983

MEMORANDUM FOR: Deputy Director for Administration

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Director of Data Processing

SUBJECT: ODP Report for Week Ending 6 May 1983

1. CIA Visit to Wang Headquarters

On 19 April, the DDA and other Agency executives visited Wang Laboratories in Lowell, Massachusetts. The objective of the visit was to establish a cooperative relationship between the two organizations for planned Agency office automation initiatives using Wang systems. The discussions were very positive and the Agency executives are hopeful that there will be an improved relationship between Wang and the Agency for development projects.

2. Support to the Office of Security

CARS (Common-Use Automated Registry Systems) - Preparation has been made to install the new SECREG data base which is part of Interim CARS. SECREG will provide the Office of Security with an established GIMS II data base along with the procedures necessary to support registry functions. The SECREG data base should be installed by 13 May.

3. Significant Events During Coming Week

Selected Northside Computer Center personnel will tour the new DIA facility at Bolling, AFB on 11 May.

The monthly SAFE Management Review will be held at 0900 on 13 May in Room 7D32 Headquarters. The monthly SAFE Technical Review will be held on 13 May at 1330 in Room 211 Ames.

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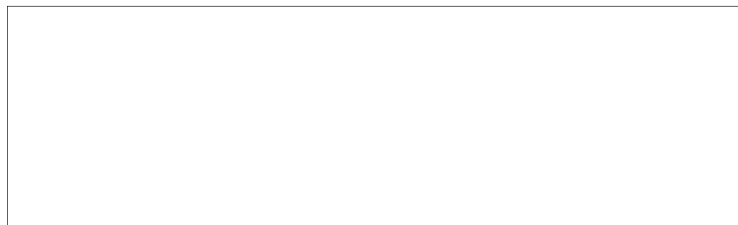
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